

Staff Council Meeting Minutes

August 11, 2004

1:30 – 3:00 pm in AQU 210

Members present: Laurie Dimond, Nate Rolloff, Joanne Rhoades, Carol Hagen, Jeremy Busch, Lisa Keiser, Linda Borovansky, Erin Thigpen, Michael Andregg

Absent: Chris Cognetta, Meg Krekeler, Nan Ninteman, Pat Reinhardt

Guests: Donna Baisden, Edna Comedy, Mark Dienhart, Tom Rochon

Linda opened with **Reflection**.

Introductions were given to Edna so she could meet the members of the council. Edna then introduced herself and gave some background of where she came from. She was previously in Colorado working for the National Research Center and has worked at a number of other institutions in the past throughout the country. She has felt very welcome here at UST though.

Updates on parking was the next item discussed. Jeremy received some answers that were left open from the last meeting. Steph Etzel was able to provide some information, future inquiries can be made to Natalie Jerbi who is taking over Steph's position when she leaves in Sept. The van pool program was discussed; 5 people are needed to be eligible for a van, UST would pay for the parking and would subsidize the cost of the van, a spot on campus would be guaranteed, but there is a waiting list for vans.

As far as car pooling, each person still has to buy a permit and two people could not share one permit. One of the reasons for this is to avoid fraud or "cheating the system". There are also concerns of how a system like that could be managed and what kind of resources it would take (hours to administer).

Bus passes can now be bought for a year rather than just monthly and will automatically rollover each year (employee won't need to renew paperwork each year). Parking passes will also rollover starting end of this year/beginning of next year. Bus passes are also subsidized and an unlimited rides pass can be bought for roughly \$180 per year.

The concern was raised that some of these options were not communicated very well and it would be advantageous to let employees know about these options before the passes go on sale next week.

Edna brought up the fact that she is working on a monthly newsletter to come from HR starting next month (both online and hard-copy) and a corner of that newsletter would be for issues such as this to be communicated. However that will not be in place in time for this. So, Linda is going to work on an article/update for the Bulletin to try to get that out yet this week for employees.

The web site was the next discussion item to see what improvements or changes could be made. Donna was hoping for some input from the members as to what they would like to see done with the site. Moving some of the links was mentioned, such as making the current minutes link more predominant. Also changing the name of some of the links to make it more clear as to what they link to. Possibly

changing the color scheme as well. Minutes will be posted in the Bulletin Today in the future with a link to the web page. It was discussed that the link should go directly to the minutes page. The links on the minutes page may be changed as well for easier navigation.

Links to information about VISION trips are located on the Staff Council web site which lead to the next discussion by Laurie. She informed us that she and some others have been trying to meet with Jacob Cunningham to get staff VISION trips going again. They may have a new option for fund-raising by working with some other groups that regularly work at places such as the Xcel Center and the Metrodome.

The question of the Staff Council sending cards to people who are ill was brought to Edna. She didn't think it would be the best idea due to confidentiality as well as other reasons such as what would constitute an illness or not. She recommended that the department the person works in would be able to send something and keep in touch with the person.

Edna was also posed with the question of if the Council could regularly get a listing of non-exempt new hires so they could send a card and welcome the new member. Edna didn't see a problem with that.

Following up on a question from the previous Council meeting, Laurie informed us that it is not a new policy to not accrue PLT on overtime. A person does accrue on all other earnings though (i.e. regular pay, PLT). Laurie also brought an article that was published in the Bulletin in 1995 explaining the change of combining sick time with PLT time.

Mark Dienhart and Tom Rochon were then introduced to the members of the Staff Council. Mark talked a little about the history of UST and how it has developed and how some functions have changed. He also talked a bit about our financial situation, enrollment, how to retain current students, and the past reduction in workforce as well as 9/11. There is discussion about another Capital Campaign in the future to help raise funds for some of the Academic needs.

Mark then explained some things regarding the recent approval for the Summit Ave. project. St. Paul has some limitations that affect our enrollment caps but we have some variation in that area due to a number of programs being located on the Mpls. campus. The university is not trying to widely increase enrollment so the caps should not pose a problem. UST is also currently constructing about \$80 – 90M worth of buildings over the next 18 months which is the most UST has done at one time. One of the main reasons for the building is that more classroom space is needed. They are also adding 422 beds in the residence hall being constructed on the St. Paul campus.

Tom started by thanking the Council for their commitment as well as stressing the importance of the role the Council can play. Many of the things Mark covered also reflected the Academic side and they have become a good team as they know most issues affect both Academic and Administrative sides. Tom also talked about the North Central Study and how that affected things. UST is now starting to look at the study to see what possible improvements were listed and how those can be carried out. A plan now needs to be set up as to where we want to go and what needs to be done to achieve that.

A couple questions were then posed to Mark and Tom. The question of raises and when that would be finalized was discussed. The answer is that more would be known in mid-September after the first 10 days of classes (due to Drop/Add period). They would have a better knowledge of enrollment at that time. It looks promising at this point but nothing is set yet. Parking was also discussed with Mark and Tom and they had a bit of information on that. The change in rates was actually developed/recommended by the Budget Advisory Committee and the Executive Staff agreed with their proposal/recommendations. Tom and Mark said the Exec. Staff takes their recommendations and input very seriously and this appeared to be a good plan.

Time ran out for the meeting so we will look at the cards that Linda created at the next meeting.

Since time ran out, committee reports were not addressed.

Committee Reports

- Affirmative Action*: No report.
- Budget Advisory*: No report.
- Charitable Giving*: No report.
- Diversity, Steering*: No report.
- Elections*: No report.
- Fringe Benefits*: No report.
- Healthy U*: No report. Read more at:
<http://www.stthomas.edu/humanresources/healthyu/>

- Minneapolis Operations*: No Report.
- Mission*: No Report.
- Treasurer's report*: No report.
- UCW*: No report.
- University Council Meeting*: No report.
- Website*: No Report.
- Meeting was adjourned.

The **next meeting** will be Wednesday September 15th at TMH 289. Please feel free to contact a Staff Council member if you have any questions or suggestions.

Council Members

Chris Cognetta	Food Service	2-4140	TMH235
Laurie Dimond	Academic	2-5300	JRC153
Linda Lee Borovansky	Administrative	2-6417	LOR508
Jeremy Busch	Physical Plant/Sec	2-4108	MOH203
Meg Krekeler	Minneapolis	2-4272	TMH331
Joanne Rhoades	Aux. Services	2-4342	TMH105
Nathan Rolloff	Administrative	2-6506	AQU217
Erin Thigpen	Administrative	2-6508	AQU221
Pat Reinhardt	Academic	2-5150	5027
Lisa Keiser	Academic	2-5982	5003
Nan Ninteman	Minneapolis	2-4624	TMH166
Carol Hagen	At Large	2-6704	AQU106

Staff Council Mailbox: #4387

Staff Council website: <http://www.stthomas.edu/staffcouncil>

Respectfully submitted,
Nate Rolloff

Have a comment or concern?? Use this form and mail to Staff Council at mailbox 4387 or direct comments to www.stthomas.edu/staffcouncil. We want to make sure we are addressing your concerns. We are always glad to hear from you.